

COMMUNITY FUND OF NORTH KOOTENAY LAKE

Minutes of the Board Meeting held Thursday, November 23, 2017

David Stewart's Langham office, second floor.

Present: Honora Cooper, President; David Stewart, Past President; Barney Gilmore, Secretary; Charles Cuell, Joe Johnston, and Peter Jonker .

Regrets: Catherine Whitehead, Vice President; Aiko Jackson, Treasurer

The meeting was convened: at 5:15 p.m. by Honora

Approval of the Agenda: Two adjustments were made to the agenda. Approval was moved by Joe. **Adopted.**

Approval of Minutes of October 26, 2017: The secretary and two members of the Board noted two remaining errors in these minutes which were changed and corrected on the spot. Approval was moved by Joe. **Adopted.**

REPORTS:

Treasurer's report: Aiko reported by email that in October two cheques were paid from our account. One of these amounted to \$360.40 to reimburse Honora for her travel costs to the Kelowna conference in September. A second cheque amounted to \$426.17 paid to *Pennywise* for the "Giving Tuesday" advertisement, the costs of which are being shared with other Osprey affiliates. We received 4 cents interest at the end of the month making the October 31 balance in our account \$2,200.73.

Aiko reports that we have created a subsidiary account to hold any and all Treasure Hunt Fund donations pending the end of the next hunt next summer. **Barney** will be asked to invoice his \$40 costs for filing with Victoria our annual Society report. And his donation of this amount to the Treasure fund will be asked to become a separate \$40 payment to the new Treasure Fund account.

Honora moved acceptance of the Treasurer's Report. **Adopted.**

CORRESPONDENCE:

Honora has applied to the Village for one of their Kaslo 125 grants in support of our Treasure Fund in 2018. The application was for \$500.

OLD BUSINESS:

Updated Conflict of Interest Forms filed. All in attendance had, by the end of this meeting, filled out and filed their COI forms for this year. **Catherine** and **Aiko** will be asked to do so at their earliest convenience. In order to create a digital folder holding these documents, we would like to see them filled out online. Some of us found that wasn't possible when we tried to do so, and some found (naturally) that adding a signature digitally was not possible. **Peter** has volunteered to scan the sheets that he received at this meeting for transmission to Barney to file in a folder to be part of the Secretarial archive. Meanwhile **Charles** will try to determine why some are unable to fill out the forms online for sending by email.

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Treasure Hunt update. Barney reported that there have been no further developments concerning the Treasure Box which Barry Woodhurst will likely complete early in the new year. Honora reported that she is donating her Kelowna travel reimbursement of \$360.40 to the 2018 Treasure Fund as well. So that Fund total this month will soon stand at \$400.40.

Christmas Faire table and arrangements. Aiko reports that the Christmas Craft Faire was fully subscribed but that there may be associated tables made available across the street in the Langham gallery. [Note: since this meeting Aiko has learned that the Langham arrangements have been confirmed and we will have a table there, if not at the Legion Hall.] Honora has volunteered to set up and be at our table from about 10:00 a.m. until 12:45 p.m., and David expects to serve for some additional time thereafter.

Giving Tuesday, Give where you Live, updates. Honora has successfully booked the Credit Union for Tuesday November 28th where she will have a table for dispensing CFNKLS information and receiving donations. Social Media announcements about Give Where You Live and Giving Tuesday events, local ones included, are circulating. We are encouraged to help spread these with “Likes.”

Community Foundations month, update. We can expect a “Deed of Gift” information folder to be available soon to local Foundations. On a related matter, the West Kootenay affiliates of Osprey are being asked to help fund an updated full page public notice very similar to the one that the Slocan group printed last summer. We have been requested to contribute \$700 to \$800 for this, with the promise of much more information about CFNKLS if we do contribute. The Board discussed the possibility of devoting some part of the promised rebate from the Vancouver Foundation of a portion of its recent Administrative charges on our endowments. Part of that refund might appropriately fund this next public advertising plan. **Honora** will ask Tina when those funds might be released to us by Osprey.

Report and questions re the Conference in Kelowna. Honora circulated her report on this conference prior to this meeting. She reminded us that we have been asked if we might join with some other local CFs to create a Vital Signs report for the local West Kootenay region including the Slocan, and Nakusp. This might help us to identify community needs, the solution to which we might then be in a better position to support. Some question was raised as to whether a Vital Signs type of report can help us give more effective support and be worth its cost. Honora noted that the financial costs would be paid for by the grant we are urged to help apply for, and the costs in Board time need not be great. The CBT supported Rural Development Institute report may already give much of the same information of a Vital Signs report. **Honora** will get us a copy of that report. In any event it may be that the Village and/or the Chamber of Commerce are more appropriate groups for commissioning any newer Vital Signs report. The Board decided to consider this again after the RDI report is seen. **Charles** will send each of us a copy of that report.

Policy 003 wording for Vision and Goals to be decided if possible. Meeting time was running out and no suggested modifications have yet been circulated. This discussion is postponed for our December meeting. It was agreed, however, that Policy 003 should make it clear that approved Board Minutes can be accessed by CFNKLS members on request to the Board.

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NEW BUSINESS:

Final Grant Reports Sheet modifications considered. We decided that Grant Final Report sheets, supplied by us for filing online or by email, should have a note added to them requesting photos, as those might be available, showing the events and projects for which CFNKLS funds were used.

It was further decided that a printed copy of our Final Report sheet should accompany our Grant cheques at the time they are presented to each recipient group.

And it was agreed that the Year of the Grant Award should appear on the Final Report sheet. **Charles** will be asked to implement these decisions on our website.

Next Board Meeting Scheduled: To take place in David's Langham Office on **Thursday December 21** at 5:15 p.m. (A surprise brought by each attendant, one that might be edible or aural or visual, was casually suggested.)

Adjournment 6:12 p.m.

Barney Gilmore
CFNKLS Secretary

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